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OFFICE OF THE CLERK
U.S. HOUSE OF REPRESENTATIVES
Original AmendmentU.S. House of Representatives
112th CongressMEMBER / OFFICER
POST-TRAVEL DISCLOSURE FORM

This form is for disclosing the receipt of travel expenses from a private source for meetings, speaking engagements, fact-finding trips or similar events in connection with official duties. You need not disclose government-funded or political travel on this form, or travel that is unrelated to official duties. This form does not eliminate the need to report all privately-funded travel on the Member or officer's annual Financial Disclosure Statement. In accordance with clause 5 of House Rule 25, complete this form and file it with the Clerk of the House of Representatives, B-106 Cannon House Office Building, within **15 days** after travel is completed. The Clerk is to make these forms available to the public as soon as possible after they are received. *Obtain the dollar amounts from the sponsor; if exact dollar amounts are unavailable, provide a good faith estimate.*

Name of Member or Officer (print or type): Rep. Karen Bass

Name of Accompanying Family Member (if any): _____

Relationship to Member/Officer: ☐ Spouse ☐ Child ☐ Other (specify): _____Date of Departure and Date of Return: June 5, 2011-June 12, 2011Dates at personal expense: June 10, 2011 - June 12, 2011

Itinerary (cities of departure – destination – return): _____

Los Angeles - Havana - Washington, DCSponsor(s) (who paid for the trip): The Center for Democracy in the Americas

Describe meetings and events attended (attach additional pages if necessary): _____

See AttachedAttached to this form are EACH of the following (*signify "yes" for each item by checking the corresponding box*):

1. ☒ the Private Sponsor Travel Certification Form completed by trip sponsor, including all attachments;
2. ☒ the Privately-Sponsored Travel Approval Form completed by the Member or officer; **and**
3. ☒ the Committee on Ethics letter approving my participation on this trip.

I represent that I participated in each of the activities reflected in the sponsor's agenda (*signify "yes" by checking box*): ☒

If not, explain: _____

See attached. All activities not attended by Rep. Bass are detailed.

TRIP EXPENSES:

	Total Transportation Expenses	Total Lodging Expenses	Total Meal Expenses
For Member or Officer:	\$1,842.40	\$748.00	\$210.66
For accompanying family member:			

	Other Expenses (dollar amount)	Specific Nature of Expenses (e.g., taxi, parking, registration fee, etc.)
For Member or Officer:	\$114.87	Visa, phone cards, taxi, tips
For accompanying family member:		

I certify that the information contained in this form is true, complete, and correct to the best of my knowledge. I have determined that all of the expenses listed above were necessary and that the travel was in connection with my duties as a Member or Officer of the U.S. House of Representatives and would not create the appearance that I am using public office for private gain.

SIGNATURE OF MEMBER OR OFFICER:

Helen Bass

DATE:

June 23, 2011

Version date 1/2011 by Committee on Ethics

JO BONNER, ALABAMA
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ONE HUNDRED TWELFTH CONGRESS

U.S. House of Representatives

COMMITTEE ON ETHICS

Washington, DC 20515-6328

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COUNSEL TO THE RANKING MEMBER

1015 LONGWORTH HOUSE OFFICE BUILDING
(202) 225-7103

May 27, 2011

The Honorable Karen Bass
U.S. House of Representatives
408 Cannon House Office Building
Washington, DC 20515

Dear Colleague:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Cuba scheduled for June 5 to June 11, 2011, sponsored by the Center for Democracy in the Americas.¹ We note that this trip includes three days at your personal expense.

You must complete a Member Travel Disclosure Form and file it with the Clerk of the House within 15 days after your return from travel. As part of that filing, you are required to attach a copy of this letter and the Private Sponsor Travel Certification Form, including attachments. You must also report all travel expenses totaling more than \$350 from a single source on Schedule VII of your annual Financial Disclosure Statement.

Because the trip may involve meetings with foreign government representatives, we note that House Members may accept, under the Foreign Gifts and Decorations Act, gifts "of minimal value [currently \$350] tendered as a souvenir or mark of courtesy" by a foreign government. Any tangible gifts valued in excess of \$350 received from a foreign government must, within 60 days of acceptance, be disclosed on a Form for Disclosing Gifts from Foreign Governments and either turned over to the Clerk of the House, or, with the written approval of the Committee, retained for official use.

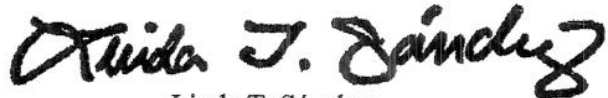
¹ This advisory opinion concerns whether this trip complies with applicable House Rules. It is our understanding that the Department of the Treasury's Office of Foreign Assets Control (OFAC) administers regulations governing travel by United States citizens to Cuba, including what items may be brought back to the United States. You should contact that agency directly to ensure that your travel is permissible under its regulations.

If you have any further questions, please contact the Committee's Office of Advice and Education at extension 5-7103.

Sincerely,



Jo Bonner
Chairman



Linda T. Sánchez
Ranking Member

JB/LTS:sac

U.S. House of Representatives
Committee on Ethics

RECEIVED

2011 MAY 19 PM 7:54

PRIVATELY SPONSORED TRAVEL: TRAVELER FORM
For Members, Officers, and Employees

COMMITTEE ON ETHICS

This form should be completed by House Members, officers, or employees seeking Committee approval of privately-sponsored travel or reimbursement for travel under House Rule 25, clause 5. The completed form should be submitted directly to the Committee by each invited House Member, officer, or employee, together with the completed and signed Private Sponsor Travel Certification Form and any attachments. A copy of this form, minus this initial page, will be made available for public inspection. *Please type form. Form (and any attachments) may be faxed to the Committee at (202) 225-7392.*

YOUR COMPLETED REQUEST MUST BE SUBMITTED TO THE COMMITTEE NO LESS THAN 14 DAYS BEFORE YOUR PROPOSED DEPARTURE DATE. Absent exceptional circumstances, permission will not be granted for requests received less than 14 days before the trip commences.

Name of Traveler:

Karen Bass

I certify that the information contained on both pages of this form is true, complete, and correct to the best of my knowledge.

Signature:

Karen Bass

Name of Signatory (if other than traveler):

For staff, name of employing Member/Committee:

Office address:

408 CHOB

Phone number:

202-225-7084

Email address of contact person:

mackenzie.smith@mail.house.gov

- ☐ Check this box if the sponsoring entity is a media outlet and the traveler is a Member traveling to make a media appearance sponsored by that entity and these forms are being submitted to the Committee less than 14 days before the trip departure date.

NOTE: You must complete the contact information fields above, as Committee staff may need to contact you if additional information is required.

If there are any questions regarding this form please contact the Committee:

Committee on Ethics
U.S. House of Representatives
1015 Longworth House Office Building
Washington, DC 20515
(202) 225-7103 (phone)
(202) 225-7392 (fax)

U.S. House of Representatives
Committee on Ethics

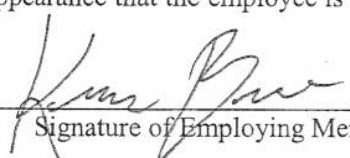
PRIVATELY SPONSORED TRAVEL: TRAVELER FORM

1. Name of Traveler: Rep. Karen Bass
2. Sponsor(s) (who will be paying for the trip): Center for Democracy in the Americas
3. Travel destination(s): Havana, Cuba
4. a. Date of Departure and Date of Return: June 5, 2011 - June 9, 2011
b. Will you be extending the trip at your personal expense? ☒ Yes ☐ No
If yes, dates at personal expense: June 9, 2011 - June 12, 2011
5. a. Will you be accompanied by a family member at the sponsor's expense? ☐ Yes ☒ No
b. If yes, name of accompanying family member: _____
c. Relationship to traveler: ☐ Spouse ☐ Child ☐ Other (specify): _____
6. a. Did the trip sponsor answer "yes" to Question 9(c) on the Trip Sponsor form (i.e., the travel is being sponsored by an entity that employs a lobbyist)? ☐ Yes ☒ No
b. If yes, check one of the following: ☐ N/A - Sponsor checked 9(a) or 9(b)
(1) Approval for one-night's lodging and meals is being requested: ☐ or
(2) Approval for two-nights' lodging and meals is being requested: ☐
If "(2)" is checked, explain why the second night is warranted: _____
7. Private Sponsor Travel Certification Form is attached, including agenda, invitee list, and any other attachments (indicate that form is attached by checking box): ☒
8. Explain why participation in the trip is connected to your individual official or representational duties:

9. **FOR STAFF:**
TO BE COMPLETED BY YOUR EMPLOYING MEMBER:

I hereby authorize the individual named above, an employee of the U.S. House of Representatives who works under my direct supervision, to accept expenses for the trip described in this request. I have determined that the above-described travel is in connection with my employee's official duties and that acceptance of these expenses will not create the appearance that the employee is using public office for private gain.

Date: 5/19/2011



Signature of Employing Member

NOTE: This page must be submitted with your post-travel disclosure form within 15 days of your return, so you should maintain a photocopy of the completed form for your records.

**U.S. House of Representatives
Committee on Ethics**

**PRIVATE SPONSOR TRAVEL CERTIFICATION FORM
(provide directly to each House invitee)**

This form should be completed by private entities offering to provide travel or reimbursement for travel to House Members, officers or employees under House Rule XXV, clause 5. A completed copy of the form (and any attachments) should be provided to each invited House Member, officer or employee, who will then forward it to the Committee. The trip sponsor should NOT submit the form directly to the Committee.

Private sponsors are urged to submit this form to each House invitee at least 30 days before travel is scheduled to begin. The failure to provide the Committee with adequate time to review the form and attachments may result in the invitee not receiving approval for the trip. The submission of an incomplete form will delay the review process. Before completing this form, sponsors are urged to carefully review the Committee's private travel guidelines and advisory memoranda detailing the rules and restrictions for private travel, as well as the instructions for completing this form. Sponsors should call the Committee with any questions prior to submitting the form. Please type form.

1. Sponsor(s) (who will be paying for the trip): Center for Democracy in the Americas
2. I represent that the trip will not be financed (in whole or in part) by a federally-registered lobbyist or a registered foreign agent (signify "yes" by checking box): ☒
3. I represent that the trip sponsor(s) has not accepted from any other source funds earmarked directly or indirectly to finance any aspect of the trip (signify "yes" by checking box): ☒
4. Is travel being offered to an accompanying family member of the House invitee(s)? ☐ Yes ☒ No
5. Provide names and titles of ALL House invitees; for each invitee, provide explanation of why the individual was invited (include additional pages if necessary): * see attached *
6. Dates of travel: June 5, 2011 - June 9, 2011
7. Cities of departure – destination – return: Los Angeles, CA - Havana, Cuba - Washington, DC
8. Attached is a detailed agenda of the activities taking place during the travel (i.e., an hourly description of planned activities) (signify "yes" by checking box): ☒
9. I represent that (check one of the following):
 - a. The sponsor of the trip is an institution of higher education within the meaning of section 101 of the Higher Education Act of 1965: ☐ or
 - b. The sponsor of the trip does not retain or employ a federally registered lobbyist or registered foreign agent: ☒ or
 - c. The trip is for attendance at a one-day event and lobbyist involvement in planning, organizing, requesting, or arranging the trip was *de minimis* under the Committee's travel regulations. ☐
10. If travel is for participation in a one-day event (i.e., if you checked Question 9(c)), check one of the following:
 - a. One-night's lodging and meals are being offered: ☐ or
 - b. Two-nights' lodging and meals are being offered: ☐
If "b" is checked, explain why the second night is warranted: _____

11. If the trip is not sponsored by an institution of higher education, I represent that a federally-registered lobbyist or foreign agent will not accompany House Members or employees on any segment of the trip (*signify "yes" by checking box*): ☒
12. Private sponsors must have a direct and immediate relationship to the purpose of the trip or location being visited. Describe the role of each sponsor in organizing and conducting the trip: _____
As a part of the Center for Democracy in the Americas' core program, it leads
fact-finding missions to Cuba.
13. Describe each sponsor's organizational interest in the purpose of the trip: The Center for Democracy
in the Americas aims to educate policy makers on U.S. policy toward Cuba.
Traveling to the island offers a first-hand education to policy makers.
14. Describe the type and class of the transportation being provided. Indicate whether coach, business-class or first-class transportation will be provided. In addition, for travel via aircraft, please indicate if travel is being offered on a commercial flight, chartered flight or on an aircraft operated or paid for by a carrier not licensed by the Federal Aviation Administration to operate for compensation or hire (*i.e.*, a private aircraft). If first-class fare is being provided, or if travel is via chartered or private aircraft, please provide an explanation describing why such travel is warranted: _____
We will be traveling by air on commercial aircraft in coach class.
15. I represent that the expenditures related to local area travel during the trip will be unrelated to personal or recreational activities of the invitee(s). (*signify "yes" by checking box*): ☒
16. I represent that either (*check one of the following*):
- a. The trip involves an event that is arranged or organized *without regard* to congressional participation and that meals provided to congressional participants are similar to those provided to or purchased by other event attendees: ☐ *or*
- b. The trip involves events that are arranged or organized *specifically with regard* to congressional participation: ☒
If "b" is checked, detail the cost per day of meals (approximate cost may be provided): _____
\$50/day
17. Reason for selecting the location of the event or trip: _____
To understand the impact and culture of U.S. policy toward Cuba.
18. Name of hotel or other lodging facility: The Hotel Nacional
19. Cost per night of hotel or other lodging facility (approximate cost may be provided): _____
The Hotel Nacional is approximately \$135 per person, per night
20. Reason(s) for selecting hotel or other lodging facility: _____
Location and facilities (see attachment)

21. TOTAL EXPENSES FOR EACH PARTICIPANT:

<input type="checkbox"/> actual amounts <input checked="" type="checkbox"/> good faith estimates	Total <i>Transportation</i> Expenses per Participant	Total <i>Lodging</i> Expenses per Participant	Total <i>Meal</i> Expenses per Participant
For each Member, Officer, or employee	\$1,000	\$500	\$250
For each accompanying family member			

	<i>Other</i> Expenses (dollar amount)	Identify Specific Nature of "Other" Expenses (<i>e.g.</i> , taxi, parking, registration fee, <i>etc.</i>)
For each Member, Officer, or employee	\$100	translation, guides, airport taxes
For each accompanying family member		

22. I represent that reimbursement for miscellaneous travel expenses for the trip, such as travel to and from airports, security costs, interpreter fees, visa application fees, and similar expenses, will be for actual costs incurred and are necessary for the purpose of the trip (*signify "yes" by checking box*): ☒

23. I certify that the information contained in this form is true, complete, and correct to the best of my knowledge.

Signature: _____

Name and title: _____

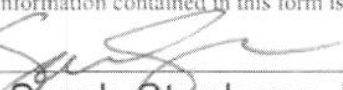
Organization: _____

Address: _____

Telephone number: _____

Fax number: _____

Email Address: _____



Sarah Stephens, Executive Director

Center for Democracy in the Americas

PO Box 53106; Washington, DC 20009

202-234-5506

202-234-5508

sarah@democracyinamericas.org

The Committee staff may contact the above individual above if additional information is required.

If there are any questions regarding this form please contact the Committee at the following address:

Committee on Ethics
U.S. House of Representatives
1015 Longworth House Office Building
Washington, DC 20515
(202) 225-7103 (phone)
(202) 225-7392 (fax)

Version date 3/2011 by Committee on Ethics

Cuba Fact-Finding Trip
Center for Democracy in Americas
June 5 – June 9, 2011
Private travel by member June 10 – June 12, 2011

Describe meetings and events attended (attach additional pages if necessary):

- Lunch briefing with **Sarah Stephens**, Executive Director of the Center for Democracy in the Americas; **David Dreyer**, CDA communications consultant; and **Meg Crahan**, professor at Columbia University and expert on Cuba and U.S. Cuba relations, to give history and frame trip. This discussion included a summary of the history of U.S.-Cuba relations and a description of the current social, political, and economic situation in Cuba.
- Dinner meeting with **Marta Nuñez** and **Daybel Pañellas**, professors at the University of Havana in the departments of Women's Studies and Social and Organizational Psychology, respectively. Nuñez and Pañellas discussed issues historically and currently facing Cuban women, Cuba's aging population, and the state of Cuban youth.
- Meeting with **Josephina Vidal Ferreiro**, Director of the **North America Division of the Cuban Foreign Ministry** as well as Deputy Director **Johana Tablada**. The discussion focused on challenges facing U.S.-Cuba relations, including topics relating to the embargo, with an additional focus on the role of women within important state institutions.
- Meeting with **Teresa Hernández Morejón**, Deputy of the National Assembly and Member of the National Secretariat of the **Federation of Cuban Women** and **Isabel Moya Richard**, Director of the **Women's Publishing House** and Member of the National Committee. The meeting took place at the **Federation of Cuban Women** and the discussion centered on the evolution of the role of women in Cuban society with an additional focus on how the process of economic reforms will affect women and what the Federation of Cuban Women is doing to help and train women to participate in this process.
- Meeting with **Mariela Castro Espín**, president of the **National Center for Sex Education (CENESEX)** with whom we discussed the "Jornada contra la homofobia," Cuba's national anti-homophobia campaign, and her work advocating the passage of laws allowing same sex marriage. We also discussed issues of gender equality in Cuba and access to sexual education and health resources for children, adolescents and adults.
- Meeting with **Foreign Minister Bruno Rodríguez** to discuss bilateral relations between Cuba and the U.S. and prospects for increased cooperation in addition to the case of jailed U.S. contractor Alan Gross.

- Dinner at La Guarida with American journalists based in Havana: **Shasta Darlington, Portia Siegelbaum, Victoria Burnett, Nick Miroff, Mary Murray, and Marc Frank.** Conversation about current news topics and the American perspective as journalists living in Cuba.
- Meeting with **Gisela Alonso**, head of the **National Environmental Agency**. Alonso wrote Cuba's environmental law, based on a model developed with Tulane University. The discussion focused on the current environmental challenges facing Cuba today, what is being done to address these issues, and hemispheric environmental concerns affecting the U.S. and Cuba.
- Meeting with Catholic **Cardinal Jaime Ortega**, who played an integral role in the negotiations of the release of political prisoners, a process which finished earlier this year. Discussion about the role of the Catholic Church in Cuban society and about the economic reform process and how it is affecting Cuban society.
- Walking tour of **Old Havana** with **Miguel Coyula**, urban planner and specialist on Havana's history. Mr. Coyula provided an overview of the city's architecture, current urban planning challenges, such as housing shortages and rural to urban migration, and discussed increases in small enterprise.
- Meeting with **Kenia Serrano**, President of the **Cuban Institute of Friendship with the Peoples**, as well as with several close relatives of the **Cuban Five**. We discussed the case of the five Cuban counter-intelligence agents who are currently imprisoned in the U.S. including an explanation of the details surrounding the case as well as future prospects of appeal.
- Meeting with the **Ambassadors of Spain, England, Canada, Hungary and Belgium** at the home of **EU Ambassador Javier Niño Perez** to discuss useful engagement with Cuba, including the governments' engagement with Havana on issues related to economic reform, such as micro-finance and reforming the tax system. Also included discussion of how other countries are dealing with human rights issues on the island.
- Dinner at **Café Laurent** with women who were interviewed for the book *En Primera Persona*, a publication that put together interviews of women undertaking leadership roles in various community and cultural projects. Participating were SEMLAC's **Sara Mas**, an editor and journalist who focuses on women's issues, blogger **Sandra Álvarez**, economist **Teresa Lara Junco** of the National Office of Statistics, **Dilcia Pérez** of ACPA, an agricultural cooperative, and environmental activist **Ángela Corvea**.
- Meeting with **Dr. Cristina Díaz**, Vice-Chancellor of the **University of Havana** and **Dr. Teresa Oroza Fraiz**, Director of **Programs for the Elderly**. Dr. Díaz spoke to us about the role of women in higher education in Cuba, and the high representation of female

students within various departments in the university. Dr. Oroza spoke to us about the formation of the University of Havana's programs of continuing education for the elderly, a project which was conceived and largely executed by retired female professors.

- Meeting with **Dr. Concepción Campa Huergo**, Director of the **Finlay Institute**. Discussion about Cuba's vaccine development and distribution program as well as recent campaigns to address issues of preemptive care and integral health in Cuba.
- Meeting with **Ricardo Alarcón**, President of the **Cuban National Assembly**, and with three female deputies of the National Assembly. Discussion of the national political structure and how female deputies combine their daily roles in society with their roles as political representatives. Discussion of U.S.-Cuba relations and of the economic reform process in Cuba.
- Meeting with **Alan Gross**, U.S. contractor currently jailed in Cuba. Discussion of his health and current condition, the state of his case, and personal subjects.
- Meeting with women community organizers **Mercedes** and **Noemi** in the working class community of **Pogolotti**, outside of Havana. These women founded a local center as a space for community meeting and recreational activities. The community has organized to build low-cost housing units, improved lighting in the community, made progress on sewage treatment, and reclaimed the "Pogolotti Forest," removing a garbage dump and planting medicinal plants and fruit trees.

Altered/unfulfilled meetings:

- Meeting with **Gilliam Jiménez** was to be organized through Cuba's Ministry of Exterior Relations. The Cuban government was not able to arrange for this meeting due to scheduling conflicts.
- A conversation with women artists at the **Ludwig Foundation** did take place with the rest of the CDA delegation. Rep. Bass, however, had to step out of this part of the program in order to address issues with her office in Washington, DC.
- Dinner with **Marcia Enríquez** was to be organized through Cuba's Ministry of Exterior Relations. The Cuban government was not able to arrange for this meeting due to scheduling conflicts.
- The Cuban government was not able to arrange for our meeting with **Luisa Campuzano** and **Norma Vasallo Burrueta** due to scheduling conflicts. That meeting was replaced with our visit to the **Federation of Cuban Women**.

- A meeting at the **Latin American School of Medicine** did take place with the rest of our delegation. Rep. Bass stepped out of this meeting in order to meet with jailed contractor **Alan Gross**, as described above.
- Our visit to the **Afro-Cuban community of Regla** was cancelled due to scheduling conflicts with official meetings granted us by the Cuban government.
- Meeting with **Lourdes Fernández Ruiz** was substituted for our meeting at the **University of Havana** with **Dr. Cristina Díaz** and other female professors and administrators, as described above.
- Visit to the **Lizt Alfonso Ballet School** had to be cancelled due to a scheduling conflict with our meeting with Director of the Center for Sex Education **Mariela Castro**.
- Breakfast at the **U.S. Interests Section in Havana** was cancelled because the Chief of the Interests Section, **Jonathan Farrar**, was traveling.
- The visit to the **agricultural cooperative** with **Dilcia Pérez** was reworked. Dilcia instead joined us for our dinner with women involved in the publication of the book **En Primera Persona**, described above.

Added meetings:

- Upon our arrival, we were given notice of several official meetings arranged by the Cuban government that we had not previously taken into account in our scheduling arrangements. These meetings were arranged based on our expressed desire to meet with women in leadership positions. These additional meetings were:
 - **Josephina Vidal Ferreiro**, Director of the **North America Division of the Cuban Foreign Ministry** and Deputy Director **Johana Tablada**.
 - **Teresa Hernández Morejón**, Deputy of the National Assembly and Member of the National Secretariat of the **Federation of Cuban Women** and **Isabel Moya Richard**, Director of the **Women's Publishing House** and Member of the National Committee. The meeting took place at the **Federation of Cuban Women**.
 - **Kenia Serrano**, President of the **Cuban Institute of Friendship with the Peoples**, and several close relatives of the **Cuban Five**.
 - **Dr. Cristina Díaz**, Vice-Chancellor of the **University of Havana** and **Dr. Teresa Oroza Fraiz**, Director of **Programs for the Elderly**
 - **Dr. Concepción Campa Huergo**, Director of the **Finlay Institute**.